
Waterbury
SUPERIOR COURT

Family Short Calendar

Hon. Robert T. Resha (P.J.)
300 Grand Street
9:30 A.M.

NOTICE
MARKINGS

For a matter to be HEARD BY THE COURT, the party who has filed the motion must mark the case READY no later than 4:00 p.m. Thursday of the week preceding the calendar. In the event a state holiday falls on the Friday preceding the calendar, the case is to be marked READY no later than 11:00 a.m. Thursday. If a state holiday falls on the Thursday preceding the calendar, the matter is to be marked READY no later than 5:00 p.m. Wednesday. The party marking the motion must give timely notice of the READY marking to all other parties.

NEW: ELECTRONIC MARKINGS

Markings by FAX machine or ELECTRONICALLY through the Judicial Branch website are preferred. A standard fax form is available on the website (www.jud.ct.gov) and from the Clerk's Office. The fax number is 203-596-4032. Attorneys registered with the Statewide Grievance Committee and law firms with juris numbers may enroll and obtain a password to mark short calendar matters electronically through the website. Telephone markings may be

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called in to 203-591-3300 (press 8).

A list of READY cases will be posted in the main lobby and outside Courtroom 4. Cases not marked READY will NOT BE HEARD on the short calendar day. Cases that print as custody applications, visitation applications, applications for order to show cause and contempt citations do not have to be marked READY by telephone. All other motions must be marked READY or they will not be heard.

FORMS

Counsel in cases in which the clients are represented on a pro bono basis should indicate this status on the memo to clerk form.

Cases wherein there are AGREEMENTS can be presented to the court at any time by use of the Memo to Clerk form.

Parties who have not reached AN AGREEMENT must report to the Family Services Unit to discuss their matter with a Family Relations Counselor.

In matters involving child support, parties MUST provide the court with CURRENT FINANCIAL AFFIDAVITS, ADVISEMENT OF RIGHTS, and a FULLY COMPLETED CHILD SUPPORT GUIDELINES WORKSHEET. Assistance with completion of those forms is available in the Family Services Office.

FAMILY SERVICES UNIT REFERRALS

The following policy is in effect for all referrals to the Family Services Unit:

1. No case will be referred to the Family Services Unit without prior screening by a Family Relations Counselor;
2. Counsel and clients must be present and participate in the screening on the day of referral;
3. A completed referral form, including a continuance date, must be presented to the court along with a written agreement signed by the parties.

PARENTING EDUCATION PROGRAM (Sec. 46b-69b)

All parties, except in restraining orders, must complete the Parenting Education Program provided by the State of Connecticut within 60 days of the return day. Information is available in the clerk's office.

2 P.M. CALL

At 2 p.m. there will be a calendar call of ALL cases which were not disposed of in the morning session. Parties not responding to the call will have their matter marked off and will not be heard.

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